PONY

سلسلة كتب الأستاذ

2024

ICT

Information and Communication Technology

4th Primary First Term

FIRST TERM REVISION

first Term Revision on Theme 1 The Role of ICT in Our Lives

Lesson 1

- Albert Lin is an archeologist.
- Above ground tools:
  1. Satellites and Drones: Take photographs of the Earth from above.
  2. Global Positioning System (GPS): Finds the location of something using satellites.
- Underground tools:
  1. Magnetometer:
     - Measures the magnetic field.
     - Finds metal underground.
  2. Ground Penetrating Radar (GPR): Discovers objects buried underground.

Lesson 3

- Computers are important to write documents, create presentations, create tables, create videos, browse the internet, and play games.
- The shape and components of computers differ according to:
  1. Model
  2. Manufacturing date

Input Devices		Output Devices	
1 Keyboard	• To type letters and numbers into the computer.	1 Screen	• Shows what you and the computer are doing.
2 Mouse	• To select and move things easily.	2 Speaker	• To hear others. • To output sound.

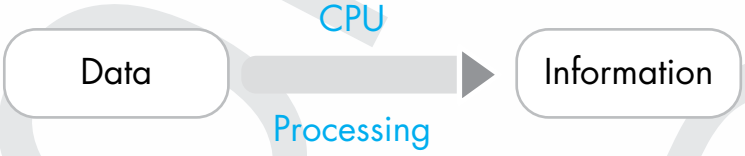
❸ **Camera**	• To allow others to see you. • To input images or videos into the computer.	❸ **Printer**	• To output texts or images from your computer on paper.
❹ **Microphone**	• To allow others to hear you. • To input sound, audio, and music into the computer.	❹ **Braille terminal**	• It allows blind people to use computers. (How?) • It converts text on the screen into Braille characters.
❺ **Scanner**	• To input texts and images from paper into the computer.	❺ **Speech synthesizer**	• It allows non-verbal people to speak. (How?) • It changes text to speech.

NOTE:

- A touch screen can be used as an input device and an output device.

Lesson 4

» **The CPU:** It is a device that is used to process data and converts it into information.



Software

1. Operating System	2. Programs (Applications)
It is a software system that manages hardware and software. **Examples:** • Windows: It is the most famous operating system for computers. • Android: It is the most famous operating system for cell phones.	1. MS Word: It is used to write documents or reports. 2. MS Excel: It is used to create tables and graphs. 3. MS PowerPoint: It is used to create presentations. 4. Google Chrome: It is a browser that allows you browse websites on the internet. 5. Gaming applications:

Lesson 5

Assistive Technology: It helps people of determination (disabilities) to do daily activities.

Disabilities	Assistive Technology
• Limb difference (amputated leg)	• Prosthetic legs • Paraclimbing tools (for climbers with Limb differences)
• Trouble hearing	• Hearing aids
• Visually impaired people (trouble in vision)	• Screen magnification software • Cell phones with large buttons • Ball that makes noise
• Blind people	• Braille method (convert letters to prominent symbols)
• Speech and language disabilities	• Alternative communication software (change text into speech and vice versa)

» Stephen Hawking used:

1. Motorized wheelchair to move.
2. Speech synthesizer to communicate.

Lesson 6

» ICT tools might have a temporary breakdown or failure.

1. An app doesn't open: Restart → check update → uninstall & reinstall app.
2. The mouse/ keyboard doesn't work: Make sure it is connected correctly, then restart → replace the mouse/keyboard with a new one.
3. Your screen freezes: Press ''Alt+Ctrl+Del'' → Restart.
4. You can't find a file: Use the Search box in Start menu.

1. Restarting a device can often solve many common ICT problems.
2. If you have tried but can't solve the problem, the last step is to ask your teacher or family for help.

Lesson 7

» Sources of collecting data:

1. Books, articles, and magazines ''digital or printed''
2. Surveys and polls
3. Experiments ''at labs''
4. Records ''logs and reports''

» Analyzing data:

- The best way to interpret a lot of data is to look for trends (recurring patterns) in the information.
- Microsoft Excel is one of the best programs to analyze data.

» Graphing data:

- A common graph is a bar (column) graph.
- You can draw graphs on paper or on a computer using software like Excel.

Lesson 2

- People can communicate through:
  1. Instant messages
  2. Emails
  3. Direct messages
- **Personal information:** It includes your name, address, school name, and your passwords.
- Be kind and honest with others.
- If someone is unkind or makes you feel unsafe, block that person.
- IF you block someone, that person can't see your posts or contact you.
- Don't click on links that you are unsure of.
- If you view an inappropriate site,
  1. Leave the site
  2. Tell your teacher or a family member
- If you download a file, you can look at it later without internet access. Why?
- Check the website and the link before you download a file. It may have a virus that damages your device or tracks your information.
- If you are not sure of the website and link, don't download the file.
- Don't share your personal data online, to avoid receiving spam messages.
- **Spam messages:** These are unwanted messages to advertise products, gather information from you, or may include a virus.
- We can detect spam messages if the message (email) includes:
  1. Unfamiliar address
  2. Unknown links
  3. Messages in ALL CAPITAL LETTERS
- Check your privacy settings on social media sites.

Lesson 3

- When you tag someone, you identify that person in the post.

- The tag provides a link to the person's profile.
- Before you tag someone, you should ask his permission, this shows that you respect their privacy.
- It is important to credit the sources of information that you share.
- Banned sites may publish inaccurate, immoral, and harmful material.
  1. Don't go on banned sites.
  2. Ask your teacher or a family member before you go on a new site.
- The Positive effects of ICT
  1. Reading the updated news
  2. Upload and download videos
  3. Communication with others
- The Negative effects of ICT
  1. You may come across something online that upsets you.
  2. Eye strain, headaches, or becoming lazy
  3. Some search results don't always give the right answer.

Lesson 4

- Choose browsers that warn users before they enter an unsafe site or download a harmful app.
- If you get a warning message:
  1. Do not proceed.
  2. Show a warning message to your teacher or a family member.
- Some browsers have search engines set up just for children,
  1. They show only results that are age-appropriate.
  2. They also include a parental control app.
  3. They include helpful safety tips for children.
- There are child-friendly websites that include filters to avoid inappropriate videos.

- Online videos may be dangerous if:
  1. The site you watch videos on is unsafe.
  2. The video shows inappropriate content.
- To get a better result, type longer phrases, not just a couple of words.
- If you are looking for information about an image, you can search by image.
- The (+) sign before the word: to include the word.
- The (-) sign before the word: to avoid the word .
- Putting a phrase inside the quotation marks " ", narrow your search to the exact result.

Lesson 6

- Bullying: Is repeated unkind behavior towards someone.
- How to avoid online bullying:
  1. You shouldn't contact unknown people.
  2. Ask your teacher or a family member for help.
- Online Identity theft: Hackers can do the following:
  1. Use your personal information.
  2. Access your accounts.
  3. See your address, email, or phone.
- What can you do about online problems?
  1. Talk to your teacher or a family member about it.
  2. Sometimes, your teacher or a family member may feel that people in authority should get involved.
- People in authority: Include the police or the General Department for Combating Internet Crimes in Egypt.

Lesson 7

- It is important to have strong passwords to avoid hacking.
- Hacking: Someone (a hacker) can get into your computer or accounts and steal personal information.
- To create a strong password:
  1. Use different passwords for your accounts.
  2. Use a password manager or a list to remember your passwords.
  3. A password shouldn't include personal details.
  4. At least 8 characters
  5. Include letters, numbers, and special characters (#,@)
- Viruses can cause big problems, such as:
  1. Send an email to your contacts.
  2. Delete your files.
- You should use antivirus software to protect your devices because antiviruse software can do the following:
  1. It catches (detects) viruses before they affect your device.
  2. It removes viruses that have already affected your device.
  3. It can also fix damaged files.

Lesson 8

- Researchers and scientists prepare digital reports about the subject of their studies using programs:

1. PowerPoint:
   - It is a Microsoft program that creates presentations (slideshows).
   - You can make text look interesting using WordArt.
   - You can include text, pictures, and sound effects.

2 Video:

- You can make videos on a PC or cell phone, no need for expensive cameras or film sets.
- You can record yourself presenting your ideas.
- You can interview others and include them in your video
- You can use video software to help you add images and fun effects.

3 Poster:

- Includes art, like drawings, photos, or cutouts.
- If you don't have a device, you can present your ideas by creating posters.
- Make sure that the text is large enough to be read from a distance.
- Remember to credit your sources.

Final Exams

1 Cairo – Al-Shorouk Educational Zone

1 Choose the correct answer:

1 The ..... can find buried objects underground.
a. ground penetrating radar b. drone c. GPS

2 GPS and satellites were invented during the ..... Age.
a. Mechanical b. Pre-Mechanical c. Electronic

3 The ..... helps blind people read by touching.
a. screen b. headphone c. braille terminal

4 Microsoft Word program is a type of the ..... .
a. software b. hardware c. operating system

5 People with missing limbs use ..... to help them in their daily activities.
a. prosthetic legs b. braille terminal c. hearing aids

6 If the ....., you might need to check if the keyboard cable is connected or not.
a. mouse isn't working b. the keyboard isn't working
c. screen freezes

7 You can collect data from many sources like ..... .
a. keyboard b. GPS c. books

8 The common way to report data is ..... .
a. blogs b. email c. the mouse

9 Students can find all kinds of information using the ..... .
a. keyboard b. internet c. scanner

10 ..... includes unwanted massages to advertise products.
a. A spam mail b. A speaker c. Personal information

11 One of the positive effects of ICT tools is the ability to ..... .
a. get eye strain b. see something upsets you
c. download videos or photos

12 It is important to have a ..... on your computer if you want to search the internet.
a. printer b. pen c. browser

13 The Egyptian Knowledge Bank (EKB) is one of the ..... .
a. banned sites b. reliable online sources c. chat programs

14 ..... is a repeated unkind behavior towards someone and can include mean posts.
a. Online game b. Online chatting c. Online bullying

15 You should have ..... to protect your computer and it can fix damaged files.
a. Word program b. Facebook c. an antivirus software

2 Giza – Dokki Educational Zone

1 Put (✓) or (✗):

1. Braille is a way that converts letters into symbols that can be read by touching. ( )
2. You must ask permission before posting any information related to your friends. ( )
3. The central processing unit (CPU) is a type of software. ( )
4. When you block someone, they can see your posts. ( )
5. Information is the final result we get after processing the data. ( )

2 Complete the following sentences using the words between the brackets:

(Word – GPS – operating system – Hearing aids – restart the device)

1. Tourists depend on ..... to determine the location.
2. The ..... is necessary to operate any computer.
3. You can write your CV or your research using ..... program.
4. ..... help people who suffer from hearing problems.
5. In case you couldn't open an application, you should ..... .

3 Choose from column (A) what suits it in column (B):

Domains	Types of groups
1 .gov.eg	a. Egyptian organizations.
2 .org.eg	b. Governmental sites
3 Gmail.com	c. Google e-mail
4 .com	d. Educational sites
5 .edu.eg	e. Commercial sites

1 ..... 2 ..... 3 ..... 4 ..... 5 .....

3 Giza – Al-Omrania Educational Zone

1 Put (✓) or (✗):

1. All information on social media is reliable. ( )
2. Spam includes unwanted messages. ( )
3. Screen zoom software helps people with visual difficulties. ( )
4. In computers, output devices work to process data. ( )
5. GPS is used to find places you might need to visit. ( )
6. You must always respect the law when surfing the internet. ( )
7. The Egyptian Knowledge Bank is one of the most trusted digital sources. ( )

2 Choose the correct answer:

1. You can ..... from the internet and save it to your device.
   a. download a file b. block your friend c. delete a file
2. One of the most popular social media sites is ..... .
   a. Google b. Facebook c. email
3. It is necessary that your password contain letters and ..... .
   a. numbers and special symbols
   b. your name and address c. none
4. The ..... program protects your devices from risks that may them.
   a. Word b. PowerPoint c. Antivirus
5. One of the attached devices that you use during video calls is the ..... .
   a. printer b. scanner c. camera
6. ..... are used as a means of communication in modern times.
   a. Emails b. Pencils c. Pens
7. Your name and address are considered ..... .
   a. spam b. blogs c. personal data
8. You can use the ..... to search for information over the internet.
   a. results b. search engine c. Word

4 Giza – El-Sheikh Zayed Educational Zone

1 Choose the correct answer:

1 Someone sent you a friend request on a social networking site, you must ..... .
a. close the device b. delete the friend request c. check his identity

2 ..... is when someone impersonates your personal information on social media.
a. Identity theft b. Downloading c. Antivirus program

3 One of the strongest passwords is ..... .
a. Mostafa b. Ahmed@3# c. 12345678

4 ..... help(s) people who suffer from hearing problems.
a. Word b. Hearing aids c. Restart the device

2 Put (✓) or (✗):

1 A magnetometer is used to determine places via satellite. ( )

2 The quotation mark " " is used to summarize the search results that you want. ( )

3 When someone is blocked, they can see your posts. ( )

4 A screen helps in processing data. ( )

3 Complete the following sentences using the words between the brackets:

(Digital blogs – use the search box – analyze – camera)

1 You want to find a file in your PC, you should ..... .

2 One of the attached devices that you use during video calls is the ..... .

3 Before you show your results on charts, you should ..... them.

4 ..... are used to express your personal opinions on the internet.

4 Underline the right answer.

1 If you are bullied on a social networking site, you should.
(tell your parents – bully him).

2 One of the most important things to consider when sharing information is (useing microphone – mentioning the owner of information)

3 The CD is considered a (digital – printed) sources.

5 Giza – 6th of October Educational Zone

1 Put (✓) or (✗):

1. Electricity was used for the first time in the Pre-Mechanical Age. ( )
2. The internet is not important for obtaining information. ( )
3. Email is used to share data and communicate among friends. ( )
4. To get accurate search results, you must use safe sites. ( )
5. A scanner is used to print images from your computer on paper. ( )

2 Choose the correct answer:

1. ..... is used to express your personal opinions on the internet.
   a. A digital blog b. Email c. GPS
2. Press and hold the «Ctrl» + «Alt» + «Del» buttons when ..... .
   a. you can't find a file b. screen freezes
   c. an app can't open
3. ..... is/are considered one of the most reliable sources on the internet.
   a. Digital Blogs b. Published articles
   c. The Egyptian Knowledge Bank
4. Before you show your results on charts, you should ..... .
   a. remove them b. analyze data
   c. share them online with others
5. You receive a message from a friend who is lost and you want to try to find them, you will use the ..... .
   a.GPS b. Excel program c. GPR

3 Complete the following sentences using the words between the brackets:

(magnetometer – Screen magnification software – download – block – Personal information)

1. If you have a message from someone who is bulling you, you must ..... them.
2. ..... includes your name, address, and your date of birth.
3. When you ..... a file, you save it on your device.
4. A ..... is a device that detects metals underground.
5. ..... helps people with visual impairments read e-books and e-magazines.

6 Alexandria – Eastern Educational Zone

1 Choose the correct answer:

1 ..... is a reliable online source.
a. Wiki b. Blog c. EKB

2 Anika Ullah is a ..... .
a. biologist b. archaeologist c. teacher

3 Your password shouldn't include ..... .
a. numbers b. personal details c. letters

4 The keyword typed in searching for the Jaguar animal is ..... .
a. "animals" b. "jaguar" c. "jaguar animal"

5 You can collect data from ..... .
a. surveys b. camera c. screen

6 The device that inputs data into the computer is the ..... .
a. speakers b. keyboard c. printer

7 The CPU is a type of ..... .
a. hardware b. software c. operating system

8 You want to find a file on your PC, you should ..... .
a. restart the device b. press Alt + Del + Ctrl c. use the search box

9 ..... is the program that creates a slideshows.
a. Word b. PowerPoint c. Excel

10 The software that removes viruses is named ..... .
a. antivirus b. videos c. presentation

11 Saving files from the internet to your computer is called ..... .
a. sharing b. downloading c. uploading

12 Electricity was first used in the ..... Age.
a. Electro-Mechanical b. Electronic c. Mechanical

13 To discover objects buried underground, use the ..... .
a. GPS b. ground penetrating radar c. magnetometer

14 People who have trouble hearing use ..... .
a. hearing aids b. screen zoom c. sporting tools

15 The websites that run by businesses trying to sell you something are ..... .
a. .org b. .edu c. .com

7 Alexandria – Central Educational Zone

1 Put (✓) or (✗):

1. All information on social media is reliable. ( )
2. When You block someone, they can see your posts. ( )
3. Spam is unwanted messages. ( )
4. Hearing aids are one of the prosthetic devices for people with hearing disabilities. ( )
5. One of the advantages of the graph is the ease of reading the results. ( )

2 Choose the correct answer:

1. To download a file from the internet, we use ..... .
   a. download b. spam c. Facebook
2. When someone sends you a friend request on a social media site, you should ..... .
   a. turn off the device b. delete the friend request
   c. verify their identity
3. We use ..... to communicate with audio and video.
   a. digital articles b. digital blogs c. video chats
4. ..... allow(s) Egyptians to enter for free.
   a. The Egyptian Knowledge Bank b. Blogs
   c. Social media sites
5. You can use the ..... to search for information online.
   a. results b. Excel c. search engine
6. Spending a lot of time using technology causes ..... .
   a. eye fatigue b. permanent activity c. positive results
7. It is considered one of the unreliable digital sources.
   a. Wiki b. Government websites
   c. The Egyptian Knowledge Bank
8. One of the advantages of information technology tools is ..... .
   a. helping people of determination b. data theft
   c. bullying
9. Your name and address are considered as ..... .
   a. spam messages b. blogs c. personal data
10. One of the most famous social networking sites is ..... .
    a. Email b. Facebook c. Google

8 Alexandria – Montazah Educational Zone

1 Put (✓) or (✗):

1. When someone is blocked, they can see your posts . ( )
2. You can download files on your device without an internet connection. ( )
3. You can enter the Egyptian Knowledge Bank (EKB) library for free. ( )
4. Surveys and experiments are two of the most important sources of data collection. ( )
5. Ground penetrating radar is used to discover objects buried underground. ( )
6. When creating a poster, always make sure that the text is large enough to read from a distance. ( )
7. It is not important to credit a sources that provide you with information when you do a search or report. ( )
8. Online bullying includes bad posts or bad messages. ( )

2 Choose the correct answer:

1. One of the attached devices that is used during video calls is the ..... .
   a. printer b. scanner c. camera
2. .....is used to write a CV (resume).
   a. Screen magnification b. Word program
   c. Speech synthesizer
3. Screen magnification software is used to help people who have ..... .
   a. hearing impairments b. poor vision c. limb loss
4. ..... are used to communicate with audio and image.
   a. Video calls b. Digital articles c. Digital blogs
5. Your friend sent you a friend request on a social networking site, you must ..... .
   a. close the device b. delete the friend request
   c. check his identity
6. It is better to choose ..... passwords for your accounts on the sites.
   a. identical b. different c. similar
7. A small harmful program infects your computer and causes data corruption ..... .
   a. antivirus software b. virus c. hacking

9 Alexandria – Al-Ajmi Educational Zone

1 Put (✓) or (✗):

1. A magnetometer is used to discover metals underground. ( )
2. Blocking is considered one of the ways to communicate with friends. ( )
3. One way to report data is through email. ( )
4. You should respect the law while using the internet. ( )
5. Albert Lin is an archaeologist. ( )

2 Choose the correct answer:

1. ..... is used in the Electronic Age.
   a. Drawing letters b. Pascaline c. Email
2. You can use ICT tools every day, it is a ..... effect.
   a. positive b. low c. negative
3. All of the following are input units, except the ..... .
   a. mouse b. keyboard c. screen
4. ..... software helps people with poor vision.
   a. Word b. Screen magnification c. Excel
5. You can use ..... to express your personal opinions.
   a. the GPR b. the GPS c. blogs

3 Complete the following sentences using the words between the brackets:

(antivirus – search engine –Spam – CPU – EKB)

1. The ..... is used to process data.
2. You can use ..... software to protect your device from viruses.
3. One of the reliable sources of information is the ..... .
4. ..... includes unwanted messages.
5. The ..... helps in search for different information.

10 Kafr El-Sheikh Governorate

1 Put (✓) or (✗):

1. When someone is blocked, they can see your posts. ( )
2. You can use images instead of words in your search engine. ( )
3. Make sure you choose strong passwords that nobody can guess. ( )
4. If the app still won't open, restart your computer and try again. ( )

2 Complete the following sentences using the words between the brackets:

(personal data – screen – kids search – Hearing aids – Word)

1. Using a ..... engine is one of the ways for kids to search the internet.
2. ..... help people who suffer from hearing problems.
3. The ..... displays information (texts, photos, videos).
4. You can write your CV or your research using ..... program.
5. Your name, address, and date of birth are considered ..... .

3 Choose the correct answer:

1. The component responsible for entering the data on the computer is the ..... .
   a. keyboard b. CPU c. printer
2. ..... is one of the most popular applications for designing graphs.
   a. Excel b. Scanner c. Word
3. .....is used to express your personal opinions on the internet.
   a. GPS b. Email c. A digital blog
4. Your friend sent you a file and you want to save it on your device, you should ..... it.
   a. download b. block c. scanner
5. The ..... program protects your devices from the risks that may harm.
   a. Word b. PowerPoint c. antivirus

Final Exams Answers

1 Cairo – Al-Shorouk Educational Zone

1

1 a	2 c	3 c	4 a
5 a	6 b	7 c	8 b
9 b	10 a	11 c	12 c
13 b	14 c	15 c	

2 Giza – Dokki Educational Zone

1 1 ✓ 2 ✓ 3 ✗ 4 ✗ 5 ✓

2

1 GPS
2 operating system
3 Word 4 Hearing aids
5 restart the device

3 1 b 2 a 3 c 4 e 5 d

3 Giza – Al-Omrania Educational Zone

1

1 ✗	2 ✓	3 ✓	4 ✗
5 ✓	6 ✓	7 ✓	

2

1 a	2 b	3 a	4 c
5 c	6 a	7 c	8 b

4 Giza – El-Sheikh Zayed Educational Zone

1

1 c 2 a
3 b 4 b

2 1 ✗ 2 ✓ 3 ✗ 4 ✗

3

1 use the search box
2 camera 3 analyze
4 Digital blogs

4

1 tell your parents
2 mentioning the owner of information 3 digital

5 Giza – 6th of October Educational Zone

1 1 ✗ 2 ✗ 3 ✓ 4 ✗ 5 ✗

2 1 a 2 b 3 c 4 b 5 a

3

1 block
2 Personal information
3 download
4 magnetometer
5 Screen magnification software

6 Alexandria – Eastern Educational Zone

1

1 a	2 a	3 b	4 c
5 a	6 b	7 a	8 c
9 b	10 a	11 b	12 a
13 b	14 a	15 c	

7 Alexandria – Central Educational Zone

1

1 ✗	2 ✗	3 ✓	4 ✓
5 ✓			

2

1 a	2 c	3 c	4 a
5 c	6 a	7 a	8 a
9 c	10 b		

8 Alexandria – Montazah Educational Zone

1

1 ✗	2 ✗	3 ✓	4 ✓
5 ✓	6 ✓	7 ✗	8 ✓

2

1 c	2 b	3 b	4 a
5 c	6 b	7 b	

9 Alexandria – Al-Ajmi Educational Zone

1 1 ✓ 2 ✗ 3 ✓ 4 ✓ 5 ✓

2 1 c 2 a 3 c 4 b 5 c

3

1 CPU 2 antivirus
3 EKB 4 Spam
5 search engine

10 Kafr El-Sheikh Governorate

1 1 ✗ 2 ✓ 3 ✓ 4 ✓ 5 ✓

2

1 kids search 2 Hearing aids
3 screen 4 Word
5 personal data

3 1 a 2 a 3 c 4 a 5 c